



The American Embassy Malabo has a requirement to obtain shipping/packing services each year. The anticipated range in price of this service effort is \$14,000.00 and \$150,000.00 USD.

All firms that respond to the solicitation must be technically qualified and financially responsible to perform the work. At a minimum, each offeror must meet the following requirements when submitting their proposal:

- Have a valid Duns number, NCage Code and be registered in the System for Award Management (SAM), if the firm is a **US vendor**;
- Have an established business with a permanent address and telephone listing;
- Have the necessary personnel, equipment and financial resources available to perform the work;
- Have all licenses and permits required by local law;
- Meet all local insurance requirements;
- Have the ability to obtain a performance and guarantee bond and a payment bond, or to post adequate performance security, such as irrevocable letters of credit or guarantees issued by a reputable financial institution;
- Have no adverse criminal record;
- Have no political or business affiliation which could be considered contrary to the interests of the United States;
- Have good experience in shipping and packing services.
- Identify specialized experience and technical competence required to complete the work in accordance with this solicitation.

Solicitation documents will become available on June 1st, 2016. If a firm is interested in competing for this requirement, please provide a written request for a copy of the documents to MalaboP@state.gov